

COLCHESTER SCHOOL DISTRICT**POLICY: EDUCATIONAL SUPPORT SYSTEM****DATE ADOPTED:** May 4, 2004**POLICY STATEMENT**

A comprehensive system of educational services is provided in each school for students who require additional assistance in order to succeed or be challenged in the general education environment. This support system shall, at a minimum, include an educational support team, and a range of support and remedial services, including instructional and behavioral interventions and accommodations. Responsibility for developing and maintaining the Educational Support Systems in each school is assigned to the Superintendent and the building principals.

The Educational Support System shall:

1. Be integrated to the extent appropriate with the general education curriculum.
2. Have districtwide written procedures, timelines and assigned responsibilities for the Educational Support Teams.
3. Be designed to increase the ability of the general education system to meet the needs of all students.
4. Be designed to provide students the supports needed regardless of eligibility for categorical programs.
5. Provide clear procedures and methods for handling a student who is disruptive to the learning environment and shall include provision of educational options, support services and consultation or training for staff where appropriate. Procedures may include the removal of the student from the classroom for as long as appropriate, consistent with state and federal law and the District's policy on discipline and after reasonable effort has been made to support the student in the regular classroom.
6. Ensure collaboration with families, community supports and the system of health and human services.
7. Provide regular and ongoing training for all school staff supporting students in the classroom.

Date Warned: April 16, 2004
First Reading: April 20, 2004
Second Reading: May 4, 2004

Each Educational Support Team shall:

1. Provide a procedure for timely referral for special education eligibility, when warranted. The educational support system shall not be a substitute for the special education process and shall not interfere with a student's right to a timely referral for a special education evaluation.
2. Be composed of staff from a variety of teaching and support services positions, including a variety of regular education teachers, guidance counselors, nurses, special educators, social workers and Title 1 staff are considered on-call resources to the core staff.
3. Provide a procedure to screen all referrals to determine what classroom accommodations and remedial services have been tried.
4. Invite the parents/guardians of referred students to appropriate meetings.
5. Assist teachers in planning and providing services and accommodations to students in need of classroom supports.
6. Maintain written records of its actions.

The School District will follow the state and federal guidelines regarding student records as outlined in the District policy **DISTRICTWIDE POLICY ON STUDENT RECORDS**.

7. Annually provide to all parents of students information regarding the existence, purpose and function of the educational support system.

This policy creates no individual entitlement or private right of action.